

October 9, 1946

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The Interdepartmental Coordinating and Planning Staff known as ICAPS is responsible for the coordination of intelligence activities related to the national security and for the preparation of recommendations regarding the establishment of overall policies, plans and procedures to assure the most effective accomplishment of the national intelligence mission.

The civilian, army, navy and air personnel which comprise the ICAPS staff were assigned to this duty by reason of their complete familiarity with the organization and policies of the agencies which they respectively represent. By this means G-2, A-2, ONI and State each have a voice in and can be informed of the planning and coordinating staff work of CIG.

Many problems and valuable suggestions have been submitted to CIG by the various intelligence agencies. These have been studied by ICAPS in round table discussions with the representatives of the agencies concerned. From these discussions agreed lines of action have been formalized into action papers which are submitted to IAB or to NIA for final approval.

Once an ICAPS proposal has become a workable plan the implementation is turned over to the responsible operating office in CIG - Collection and Dissemination, Special Operations, Research and Evaluation, etc., and ICAPS then only maintains a watching brief to make sure that everything is working smoothly and efficiently.

Many problems have been tackled. Some have been solved, some will soon be solved and others will take much study and negotiation before a solution that is satisfactory to all the agencies can be reached.

One of the most important problems which ICAPS is working on and one which is of particular interest to this group is the subject of the Coordination of Collection Procedures. In order to make the most efficient use of our collection facilities it was decided that first we must determine what the overall intelligence information requirements of our government are in any area of the world or on any subject.

As a start one area was chosen and each agency was asked to submit lists of the information it wanted from that area. These EKI's were then combined into a list to be known as Essential Elements of National Intelligence (EENI).

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The EEMI becomes the guide for each agency in preparing its collection directives to the field. If it develops that field facilities are inadequate for the fulfillment of this mission or if it develops that there are gaps in our coverage ICAPS working closely with the intelligence and collection personnel of each agency will recommend remedial measures. Shortly, I hope that some of you will receive a collection directive drawn up in accordance with the above plan. These and all other directives will come from your respective headquarters.

It is the intention to concentrate our collection on the items or subjects most needed now. For this reason the NIR and concomitant directives will be prepared every three months.

ICAPS in conjunction with the agency representatives is working on plans for the better coordination of collection procedures in the field somewhat along the lines of the letters to Naval and Military Attaches dated 7 August 1945 and 5 January 1946. While it is not the intention to restrict the activities of field collectors it is the opinion of CIG that best results accrue if field collectors devote their major effort to collection in their specialty.

Some of the other projects which ICAPS has set up or is still working on will give you an idea of the magnitude and complexity of the work of intelligence coordination in the national sense.

Russia - Organization of an interdepartmental group under CIG coordination for the compiling of all available information on Russia under 7 chapters and 62 sections.

China - Interdepartmental agreement on a National Intelligence Requirement for this area and certain other areas adjacent.

#### Biographic data

Plan pending acceptance by agencies for allocation of areas of primary responsibility and centralized record in CIG.

#### Foreign Industrial Establishments

Plan under way for collating all available information on all foreign industrial plants and facilities. Involves a tremendous research and analysis job plus a huge IBM undertaking.

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U. S. Foreign Language Press.

Plan worked out whereby State takes over and services all other agencies.

Exploitation of U. S. Business Concerns and U. S. Travellers.

Agreement for centralizing contacts with American business and private individuals through CIG and establishment of a Contact Register.

Standard Intelligence Terminology.

CIG and agencies are working out standard intelligence terms.

Washington Document Center (Jap).

Plans practically complete for centralization under CIG.

Coordination of Foreign Publications.

Plans worked out for handling by an interdepartmental committee under chairmanship of Library of Congress with CIG vice chairman and State secretary - Committee will coordinate acquisition.

Other projects under discussion:

Relationship of CIG to JCS.

Agency fields of responsibility.

Establishment of a Central Index of all intelligence information in CIG.

Procedures for coordination of

Scientific intelligence

Petroleum intelligence

Geographic intelligence

Integrated intelligence training program.

Plans for wartime censorship.

Coordination of utilization of facilities of private research groups.

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